

**Statement of Strategy**

**for School Attendance**

**This Statement was ratified by the Board of Management on October 12th 2017**

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| Name of school | **Union Hall Mixed NS** |
| Address | **Union Hall, Co. Cork** |
| Roll Number | **12383L** |
| The school’s vision and values in relation to attendance | Union Hall National School promotes, acknowledges and rewards good attendance and encourage all pupils in this regard at the beginning of each year.  We identify at an early stage students who are at risk of developing school attendance problems and put appropriate interventions in place if this should arise. |
| The school’s high expectations around attendance | The school sets down expected standards in relation to attendance. We aim to promote full attendance by all students. We communicate these aims to the school community at the beginning of each school year and remind them if attendance is poor at any stage.  Parents are informed that notification is required for all student absences and that all absences should be explained. If absences are unexplained the parents may be contacted by TUSLA.  If parents know their child(ren) will be absent on a day or days, they should inform the class teacher in writing before the absence.  If a child is absent due to illness a note of explanation should accompany the child on their return to school.  If a child is going on holiday during term time, again the parents should inform the school of this in writing in advance.  If a child is going to be late for school for any reason e.g. appointments, this should be communicated to the class teacher in advance also.  If a child needs to leave school early on a school day this should be explained to the teacher in writing and the parent shall collect the child from the door of their classroom. Children will not leave the school early unaccompanied.  Attendance will be taken each morning by each class teacher. School commences at 9.20 am each morning and students are expected to be in class by this time.  If a child is not present by 10 am they will be marked absent. (this will apply even if the child arrives subsequently) |
| How attendance will be monitored | Attendance is accurately recorded at the beginning of each school day on our Aladdin Administration software.  This attendance data is checked regularly by the school principal and if any patterns are found actions are taken to see if there is any reasons for these patterns. |
| Summary of the main elements of the school’s approach to attendance:   * Target setting and targets * The whole-school approach * Promoting good attendance * Responding to poor attendance | Our school enjoys a very high standard of attendance currently and our target is to maintain this standard.  In assembly our pupils are regularly commended on their high level of attendance.  If any children's level of attendance shows significant deterioration, appropriate interventions will be put in place to address this such as setting weekly/fortnightly/monthly targets for the child(ren). |
| School roles in relation to attendance | Each class teacher will take the role in their own classroom each morning no later than 10 am using Aladdin attendance software. This can be viewed by the Principal and Deputy Principal each day and is reviewed at the end of each month. |
| Partnership arrangements (parents, students, other schools, youth and community groups) | Parents are informed at the beginning of each year of the school's expectations in terms of attendance as per heading 4 on previous page.  Individual parents may be contacted and reminded of this if the need arises. |
| How the Statement of Strategy will be monitored | Staff share experience of how strategy is working regularly at staff meetings.  Board of Management is updated regularly on attendance.  Formal end-of-year review will take place in June. |
| Review process and date for review | Review will take place at school staff, parents and Board of Management level in June 2018. |
| Date the Statement of Strategy was approved by the Board of Management | 8th November 2018 |
| Date the Statement of Strategy submitted to Tusla | 13th October 2017 |

